



Massachusetts Department of Public Utilities

One South Station Fl 5, Boston Massachusetts 02110

Evaluation Criteria Scorecard

Updated February, 2015

Name of Bidder:	Name of Reviewer(s):	Date Reviewed:
Required Qualifications (Bidder must receive a "Yes" in all categories listed below in order to move on to the next evaluation section)		
Did bidder include key consultant's resume?	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Did bidder submit at least 1 reference?	No <input type="checkbox"/>	Yes <input type="checkbox"/>
Did bidder submit a clear budget based on either milestone or hourly rate?	No <input type="checkbox"/>	Yes <input type="checkbox"/>

Scoring rubric: Outstanding: Application materials is complete, suggest exemplary qualifications, providing compelling, clear, and well-documented evidence of expertise. **Excellent:** Application materials are complete and suggest solid qualifications, providing clear and well-documented evidence of expertise. **Very Good:** Application materials are complete and suggest adequate qualifications, providing clear evidence of expertise. **Good:** Evidence of expertise or qualification in some areas is unclear or unsubstantiated by supporting documentation. Some required elements are missing. **Satisfactory:** Little evidence of qualification. Many required elements are missing. **Unsatisfactory:** Qualifications is not applicable to request; elements missing / non-responsive to request.

Qualifications	Score Unsatisfactory 0 pts	Score Satisfactory 1 pt	Score Good 2 pts	Score Very Good 3 pts	Score Excellent 4 pts	Score Outstanding 5 pts	Multiplier	Points Awarded (Score 0-5 x Multiplier)	Maximum Points Available (5 x Multiplier)
Additional Evaluation Criteria:									
Summary of expertise and knowledge of FTA and SSOA regulations, in one or more of the following areas: FRA track standards, working with Transit Agencies and Safety Oversight, engineering expertise of Rail Transit Agencies, Rail Fixed Guideway System, Transit systems and Subway environments							(x6)		30
The Bidder's narrative included a detailed comprehensive timeline, description of the primary tasks that will be executed, and those responsible for executing such tasks.							(x5)		25
The proposed budget is reasonable based on projected activities, and includes a comprehensive narrative that clearly states why the expenditures are necessary.							(x4)		20
The Bidder's project narrative							(x5)		25

Comments:

Signature of Reviewer(s): _____